

**DOWNTOWN INDUSTRIAL DISTRICT
BUSINESS IMPROVEMENT DISTRICT
BOARD OF DIRECTORS MEETING
APRIL 27, 2010
MINUTES**

BOARD MEMBERS

Present: Ernie Doizaki, Don Kanner, Howard Klein, Matt Klein, Alex Palermo, Bill Shinbane, Michael Tansey and Paul Vert.

Absent: Richard Gardner, Richard Meruelo, Larry Rauch and Mark Shinbane.

STAFF: Herlinda Chico, Raquel King, Estela Lopez, Celina Mancia and Vicky McCormick.

CONSULTANTS: Ken Coelho, Don Steier and Kim Sudhalter.

GUESTS: Songhai Miguda-Armstead (City Attorney's office), Arturo Gonzalez (CD14), Bruce Riordan (City Attorney's office), and Peter Shutan (City Attorney's office).

I. CALL TO ORDER

Vert called the meeting to order with a quorum at 12:06pm.

II. PUBLIC COMMENT PERIOD ON NON-AGENDA ITEMS

Lopez introduced Arturo Gonzalez of CD14.

III. APPROVAL OF MINUTES

H. Klein made a motion to approve the March 23, 2010 minutes, and Doizaki seconded. The Board unanimously approved.

IV. SKID ROW INJUNCTION

Lopez introduced Riordan, Shutan, and Armstead to the Board. Lopez expressed that City Attorney Trutanich is supportive of CCEA and the goals of public safety in the Skid Row area. Lopez

informed the Board that the City Attorney made an unwavering commitment to improve safety in the area at the press conference inside Gladys Park.

Riordan, Chief of Gang Unit, and Shutan, Deputy Chief of Gang Unit, gave the Board a brief overview of the injunction.

V. FINANCE

Coelho reported that the BID collected slightly over \$188,000 in assessment revenue in March. A minimal amount of penalties and interest were also collected.

Coelho reported that the security and maintenance contracts are over budget approx. \$11,000 each (total \$22,000) mostly due to a timing difference of the invoices. At the end of March, the BID has \$493,500 cash in the bank; add a delinquency of \$92,000 with a \$50,000 reserve, and the BID will end the year with \$1,300 (or break even).

Vert asked the amounts in the prior BID accounts. Coelho informed the Board that there is \$91,000 in DID 2; and \$28,000 in DID 1.

Coelho also informed the Board that the BIDs hired a 3rd party firm to audit the financials. Drafts were submitted for DID, Arts, and Toy. DID and Arts remains as-is, but assets will be written off for Toy.

Fire Alarm Monitoring System:

Vert reported that it was discovered months ago that the sprinkler system riser for the Check In Center is located inside the adjacent building, which brought on the concern if the system worked or not. Vert stated that Allan Automatic gained access into the adjoining building to perform an inspection, and it was determined that the sprinkler system works, but needs monitoring. The bankruptcy receiver for the adjoining building agreed to pay half of the charges for the inspection. The costs are \$3,600 for installation and \$35 per month for monitoring. The

cost for the security alarm is \$1,600 for installation and \$35 per month. Vert stated that one time fees would be used to cover the costs.

VI. OPERATIONS

District Mapping System:

Mancia reported that the top three issues in the District were broken down by hours of response, and the map provided highlights the incident(s) location. The three top issues were extra patrol, trespassing, and aggressive panhandling.

McCormick reported that there are two individuals aggressively panhandling on Central Avenue around the bank and restaurants. LAPD has been notified.

McCormick informed the Board that blocking the sidewalk continues to be an issue in the Industrial District.

Maintenance:

Lopez informed the Board that due to City of Los Angeles budget cuts, the Public Works budget has been affected, which also affects supplies given to the BIDs by Public Works. The BIDs receive trash bags, paint and supplies, graffiti removal supplies, and latex gloves from the City, which has helped to keep costs lower. Lopez stated that the BIDs have faced this threat many times; however, this time is very possible. The supplies annually would cost the BID an additional \$30,000. The BID Consortium will be hosting its monthly meeting at City Hall so that the executive directors can also attend the budget hearing and testify against the cut.

Maintenance RFP:

King informed the Board that the current maintenance agreement expires June 17, 2010, and the RFP process had begun. The RFP was sent to five maintenance vendors. Proposals were received from all five vendors. The next step is to review proposals, set up interviews with the vendors, report to Board, and then choose the winning bid.

Sidewalk Pressure Washing:

McCormick informed the Board that the District is being pressure washed daily, and provided a block by block schedule of when and where the pressure washing occurs.

VII. MARKETING UPDATE

Sudhalter provided a viewing of the new Industrial District BID website. Sudhalter informed the Board that the site is still under construction, and should be complete by June 2010. Sudhalter then presented the Board with two new logos; one for CCEA and the other for DID. The Board members unanimously liked the new DID logo, but did not like the new CCEA logo and opted to keep the existing CCEA logo.

VIII. EXECUTIVE DIRECTOR REPORT**DLANC:**

Lopez informed the Board that the CCE representative sitting on the DLANC Board, James Doizaki would be stepping down. Mancina will be running for the position, and currently there is no opposition. The election is June 25th.

ULI Event:

Lopez distributed invitations to the Board members and encouraged them to attend.

Lopez informed the Board that the budget total for the event is \$17,713.02, to which the CRA will be contributing \$9,000 to the event cost, leaving CCEA to pay a total of \$8,713.02. Lopez asked the Board to approve the budget for the ULI event.

Doizaki motioned to approve the ULI budget, and Tansey seconded. The Board unanimously approved.

IX. NEW BUSINESS- none.

X. ADJOURNMENT- The meeting of the Board was adjourned at 1:50pm.